

# Jones Scholars Internship Program

## Frequently Asked Questions: Student Applicants



**Q: Are all Tulane students eligible to apply for the Jones Scholars Internship Program?**

A: The Jones Scholars Internship Program is limited to Tulane graduate-level students pursuing master's or doctoral studies or graduate students enrolled in professional degree programs.

**Q: What are the requirements of the internship?**

A: Jones Scholars must work a minimum of 20 hours a week on the assigned project; attend internship orientation, seminars, presentations, workshops, and leadership development activities; organize and lead interactive learning opportunities among scholars' cohort; and participate in other

Cowen Institute sponsored activities. Scholars will also submit a final written report to the host site and to the Cowen Institute at the conclusion of the internship. Scholars will receive a stipend award in the amount of \$6,000.

**Q: How will applicants be selected as Jones Scholars?**

A: The Jones Scholars Internship Program is competitive and highly selective. Applicants will be judged by a panel of reviewers on the quality of their letters of interest, academic performance, and strength of the letters of recommendation. Additionally, finalists will be selected to interview with the Jones Scholars Review and Selection Committee.

**Q: Is it necessary for me to possess a background in education?**

A: No. Applicants do not need to have a background in education. Your letter of interest should reflect your genuine desire to be involved in the transformation of public education; an entrepreneurial spirit; creativity in arriving at innovative solutions to addressing critical challenges facing public education; and a commitment to affecting change in our community.

**Q: May I develop my own project for the Jones Scholars Internship?**

A: No. Student applicants will select from a predetermined list of projects that have been identified by schools and nonprofits. However, applicants may select preferences (by ranking) as part of the application process. Scholars will be paired with projects that are most compatible with their interests and abilities.

**Q: How will I be supervised during the internship?**

A: Jones Scholars will be provided with on-site supervision by the host institution. The host site supervisor will be available to provide scholars with guidance and support in completing assigned projects. Additionally, scholars will be required to provide periodic updates to the Cowen Institute throughout the internship.

**Q: How do I apply for the Jones Scholars Internship Program?**

A: Application packets must include the following. Incomplete applications will not be considered.

- Completed application form
- Letter of interest (**No more than 2 pages**)
- Résumé or summary of experience and qualifications (**No more than 2 pages**)
- Two letters of reference (These must be included with application; one letter must be from your adviser or other Tulane faculty member familiar with your academic abilities and the second reference may be from an outside source.)

**Applications may be submitted via e-mail or hard copy (NO FAXES)** to: Felicia R. Brown, Scott S. Cowen Institute for Public Education Initiatives; Tulane University, 200 Broadway, Suite 108, New Orleans, LA 70118; [frbrown@tulane.edu](mailto:frbrown@tulane.edu)